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Senate Minutes

Kutztown University Senate

Spring 2-7-2013

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Kutztown University
Kutztown, Pennsylvania

UNIVERSITY SENATE MINUTES

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Thursday, February 7, 2013 - 4:00 p.m.
Academic Forum 200

PRESENT: A. Arnold, A. Awadallah, C. Bloh, G. Bamberger, J. Cevallos, J. Ronan, J. Delle, P. Dewey, S. Fernando, J. Gehringer, R. Grapsy, E. Hanna, D. Immel, J. Jackson, D. Johnson (President), T. McNally, G. Schaper, Y. Kim, A. Kirshman, J. Kremser, M. Le Bosse, S. Lem, J. Lizza, K. Logan, K. McCloskey, C. Nordlund, K. Prock, P. Reed, J. Schlegel, M. Sims, R. L. Smith, C. Vargas P. Walsh-Coates, C. Watson, B. Zigner, E. Hanna, M. Mahosky, T. Maskulka, F. Cortez-Funk, K. Gardi

ABSENT: L. Barish, R. Fliszar, B. McCree, R. Gross, H. Hamlet, J. Heller, L. Irving, J. Laskoski, C. Rutherford, C. Sacchi, A. Walz, C. Wells, G. Zelleke, L. Barish, P. Ferreira

GUESTS ATTENDING

- I. **Call to Order:** The meeting was called to order at 4:00 p.m.
- II. **Announcements**
 - Graduation will be held next Saturday on December 15, 2012.
- III. **Approval of the Agenda**
 - There were no objections to the agenda as presented. Agenda approved.
- IV. **Approval of the Minutes from November 1, 2011**
 - There were no corrections to the minutes of the November 1, 2012 meeting. Minutes approved.
- V. **Approval of Graduates for December 2012 Graduation**
 - a. Moved by R. Smith
 - b. Seconded by F. Cortez Funk
- VI. **Election of University Senate President and Secretary**
 - a. D. Johnson was elected as University Senate President
 - b. P. Walsh-Coates was elected as University Senate Secretary
- VII. **President, Committee and Task Force Reports**

- a. Senate President's Report: Explained the 1972 policy on exams which state "The final examination is to contribute in weight between and not more than 1/3 of the course grade of each student". He said that some faculty is in violation of this policy. A. Arnold was curious as to whether the policy is actually enforced and if the faculty should be bound by it. C. Watson stated that it has been used against her with tenure. A. Arnold said that it should be examined but not by University Senate.
- b. Committee on Committees Report: C. Derr has updated the website and years of service
 - i. He is in the process of reviewing committee usefulness
- c. Comments from President Cevallos: Seth Fuoti, a KU student was killed.
 - i. He has been working with the SGB to make campus security more effective. Kutztown has become a destination point for students from other universities.
 - ii. The University is looking for more tenure track faculty.

VIII. Old Business

- a. SPRC Revisions: J. Delle- The Strategic Planning and Resources Committee revised the by-laws for a vote and a motion to put it back on the table was presented by P. Dewey and seconded by Robert Smith. After some discussion the motion passed. A vote was taken to approve the changes and it was passed.

IX. New Business

- a. Motion 1: Grade Appeal Petition
 - i. G. Schaper motioned that the word "unsolved", which is number four on the instructions page, be changed to "unresolved". It was seconded by Robert Smith. The sentence "Students are to attach and sign a statement describing the grounds for the appeal. Other pertinent documents of evidence may also be presented with the appeal." Was moved below the question "Resolution requested by student", which was changed to "Student requests that the Grade Appeal Board change the grade to". This motion was suggested by John?..... and seconded by The previous sentence was moved below "Student verifies having consulted with above parties in an attempt to resolve this matter." This motion was suggested by and seconded by F. Cortez-Funk motioned that a sentence should be added to the instructions page of the petition stating "Please be aware that a withdrawal may affect your academic progress for financial aid." It was seconded by R. Smith and the motioned passed. Also to replace "Resolution has been reached" to "change of grade has been approved". This was motioned by G. Bamberger??
- b. Motion 2: Change of Major, Minor, and Academic Advisor form
 - i. The motion to place it back on the floor was presented by P. Dewey and it was seconded by R. Smith.
 - 1. "All changes of major, minor or academic advisor made during Fall or Spring semester Drop/Add periods are made effective as of the beginning of that semester. Requests for a change of major, minor, or academic advisor, that are completed after a Drop/Add period, will be processed, but not take effect until the beginning of the following Fall or Spring semester." Has been changed to "All changes of major, minor or academic advisor will become effective on the date that the request is received in the Registrar's Office."
 - 2. M. Hughes stated that the changes are posted on the date it is received. However, if they are unable to get to it right away then it is backdated to the date it was received.
 - 3. There were no objections and it was passed.

- c. Motion 3: Declaring a major
 - i. Ahmed “Students are frustrated that parking tickets and library fines are holding them back from signing up for classes each semester.” A. Arnold mentioned that “undeclared students should be going to an undeclared advisor until they have declared a major.” G. Schaper questioned why the university chose 39 credits? John L. “Should a student be pushed toward choosing a major? Why so soon?”

There were no objections to D. Johnson’s motion to adjourn. Motion passed. Meeting adjourned at 5:40 p.m.